



JOB OPPORTUNITY

CALIFORNIA STATE DEPARTMENT OF INSURANCE

SENIOR INSURANCE COMPLIANCE OFFICER (SPECIALIST)

\$5,113 – \$6,170

MARKET CONDUCT DIVISION

FIELD CLAIMS BUREAU

SAN FRANCISCO, SACRAMENTO, or LOS ANGELES

2 POSITIONS

RESPONSIBILITIES:

Under general direction of a Supervising Insurance Compliance Officer, the incumbent will independently perform the most complex, sensitive, and responsible insurance regulatory activity; lead examinations of those insurance organizations with the highest premium volume or claims activity or those with high levels of consumer complaints in an insurance product line or those which write a variety of coverages through multiple administrators. Duties include: organize and coordinate the development of a final report, legal referral, or alternative discipline resolution agreement suitable as a legal document for use in legal action. **Travel is required, both in state and out-of-state.**

DESIRABLE QUALIFICATIONS:

Four years of experience in insurance claims adjusting, underwriting, or insurance consumer services including a minimum of one year of experience performing the duties of an Associate Insurance Compliance Officer; graduation from college with a bachelor's degree is highly desirable, however, experience will be accepted in place of the college degree on a year-for-year basis. Candidates must have knowledge of insurance practices and the Insurance Code, interpersonal, analytical, and verbal/written communication skills.

WHO MAY APPLY:

Applications will be accepted from current State employees at the Senior Insurance Compliance Officer (Specialist) level, those within transfer range, or those with list eligibility. Training and Development Assignments may be considered. All applications will be reviewed; however, only the most qualified candidates will be interviewed. Applicants currently on SROA lists or employed by a surplus department are encouraged to apply. Surplus candidates must attach a copy of their letter. ***All applicants must clearly indicate the basis of their eligibility (i.e. SROA, surplus, reemployment, reinstatement, transfer, list eligibility or Training and Development Assignment) on the state application.***

APPLICATION PROCEDURE:

Send a completed standard State of California application to Teresa Foster, Department of Insurance - Human Resources Management Division, 300 Capitol Mall, Suite 1300, Sacramento, CA 95814. **PLEASE INDICATE "SENIOR INSURANCE COMPLIANCE OFFICER (SPECIALIST), #413-342-8607-003" ON THE STATE APPLICATION.** For additional information, please call (916) 492-3423.

FINAL FILING DATE: July 12, 2013 - Close of Business 5:00 p.m.

NOTE: Interested individuals must submit their application in order to be considered for this position.

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

TF070213

AN EMPLOYER OFFERING EQUAL EMPLOYMENT OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN
ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.
